

San José State University
Masters in Public Administration
PADM 218, Public Budgeting, 01, Spring 2021

Course and Contact Information

Instructor:	Fred Keeley
Office Location:	Clark Hall, or On-line
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Email:	FrederickKeeley2016@gmail.com
Office Hours:	Thursday Mornings 10:00 – 11:00 a.m. via Zoom
Class Days/Time:	Monday/6:00 p.m. to 8:45 p.m.
Classroom:	Spring 2021 this course is on-line via Canvas/Zoom
Prerequisites:	Micro economics, spreadsheet competency

Course Description

This course will provide general, specific, academic and practical guidance regarding public budgeting, with specific focus on the State of California annual budget. The purpose of public administration is the efficient and effective management of the resources placed in the public trust. A critical element in public administration is the determination of the “best use” of public resources (tax and fee revenue in particular) for the overall good of the broad California community. Certainly, this is a subjective statement, since the understanding of “best use” will be value-based in competing political belief systems. There are some objective tools that allow competing “uses” to be evaluated in a relatively value-free manner. A combination of objective and subjective methods of evaluation is needed to make informed judgements on most State budget topics.

This course includes information on the techniques of policy and fiscal analysis, and the application of these techniques to public policy issues and programs in the State budget.

Course Format

This course, in the Spring 2021, will be on-line. The instructor utilizes Canvas on MySJSU. Lectures and class discussion will be conducted via Canvas/Zoom. Written assignments and material will be submitted via Canvas. Mid-term and Final Examination will be administered and students will submit via Canvas.

Course Goals

To educate public administration students about public policy formulation and public program development and implementation in the context of the State budget.

Learning Outcomes and Objectives

Objectives:

1. Ensure that the student can apply a variety of tools to public policies and programs, to determine the content of the State budget, and the assure that they comply with the legislative intent, background, fiscal impacts, and need for amendment or termination of programs.
2. Ensure that the student understands the governmental environment in which the State budget is developed, adopted, and implemented.
3. Ensure that the student can assess elements of the State budget in the context of three concurrent Fiscal Years.

Course Learning Outcomes

1. Identify and evaluate the major principles of policy and program in the State budget.
2. Understand the terminology used in State budget development, adoption and implementation.
3. Understanding intergovernmental relationships as they impact State budget making, including constitutional limitations and California statutory and political factors.
4. Apply methods for evaluation of policy or programs in the State budget as that relates to government agencies, departments, and programs.

Required Texts/Readings

John L. Mikesell, Fiscal Administration: Analysis and Application for the Public Sector (10th Edition)
Wadsworth
Governor's State of the State Address (2021)
California State Budget 2021-22 FY
Legislative Analyst Office – Budget Overview (February 2021)
Legislative Analyst Office – Crosscutting Issues
Governor's May Revise – Department of Finance, May 2021
Assembly Committee on Budget, Report on Governor's Proposed 2021-22 FY Budget
Senate Committee on Budget and Fiscal Review, Report on Governor's Proposed 2021-22 FY Budget

Course Requirements and Assignments

This course will be moderately heavy on reading of regular and periodic State of California publications relating to public budgeting. This will be done "in real time"; in other words, the reading requirements will track the actual development of the State budget.

Students will also be required to actively participate in class discussions, and to be prepared to be requested to participate on any class reading material and previous class lectures and discussions.

Students will also have written assignments, a mid-term examination, and a final examination.

Course Credits: 3. **Course Hours:** Per SJSU

Final Examination or Evaluation

The final examination will be in essay form. The final examination will address a hypothetical California Budget-related set of “facts”. Students will use the semester’s reading, lectures, class discussions, and related material to provide a statement of the problem; elements within the problem; belief systems implicated by the hypothetical situation; possible solutions to the problem; and, recommendations for action.

University Policy “Faculty members are required to have a culminating activity for their courses, which can include a final examination, a final research paper or project, a final creative work or performance, a final portfolio of work, or other appropriate assignment.”

Grading Information

Grading will be based on four elements:

1. Written Assignments. This component will be valued at 25% of grade, excluding mid-term and final examination.
2. In-Class Participation. This component will be valued at 25% of grade.
3. Mid-Term. This component will be valued at 25% of grade.
4. Final Examination. This component will be valued at 25% of grade.

<i>Grade</i>	<i>Points</i>	<i>Percentage</i>
<i>A plus</i>	<i>960 to 1000</i>	<i>96 to 100%</i>
<i>A</i>	<i>930 to 959</i>	<i>93 to 95%</i>
<i>A minus</i>	<i>900 to 929</i>	<i>90 to 92%</i>
<i>B plus</i>	<i>860 to 899</i>	<i>86 to 89 %</i>
<i>B</i>	<i>830 to 829</i>	<i>83 to 85%</i>
<i>B minus</i>	<i>800 to 829</i>	<i>80 to 82%</i>
<i>C plus</i>	<i>760 to 799</i>	<i>76 to 79%</i>
<i>C</i>	<i>730 to 759</i>	<i>73 to 75%</i>
<i>C minus</i>	<i>700 to 729</i>	<i>70 to 72%</i>
<i>D plus</i>	<i>660 to 699</i>	<i>66 to 69%</i>
<i>D</i>	<i>630 to 659</i>	<i>63 to 65%</i>
<i>D minus</i>	<i>600 to 629</i>	<i>60 to 62%</i>

Classroom/Zoom Protocol

The class will meet via Zoom promptly at 6:00 p.m. each Monday evening. It is expected that students will be on Zoom, sound on, camera on (unless there is a reason that the student wishes not to have their camera on, which should be, if appropriate, discussed with the instructor or an appropriate SJSU official), ready to

participate. Using the Chat feature on Zoom is permitted, and even encouraged to some extent. Students will be expected to remain “in class” for the duration of each class period. Breaks will be provided during class.

University Policies

Per University Policy S16-9 (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant information to all courses, such as academic integrity, accommodations, dropping and adding, consent for recording of class, etc. is available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>” Make sure to review these university policies and resources with students.

Academic Integrity

Students are assumed to know the University's Academic Integrity Policy that is available at: [http://www.sa.sjsu.edu/download/judicial affairs/Academic Integrity Policy S07-2.pdf](http://www.sa.sjsu.edu/download/judicial%20affairs/Academic%20Integrity%20Policy%20S07-2.pdf)

Accommodations

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please speak to the instructor during the first class meeting. Presidential directive 97-03 requires that students with disabilities requesting accommodations must register with the Accessible Education Center to establish a record of their disability.

About the Instructor

Fred Keeley is a 1974 graduate of San Jose State University, with an undergraduate degree in Social Sciences.

Mr. Keeley has held many appointed and elected offices in local and state government. Mr. Keeley was chief of staff to former Assembly Member and Member of Congress Sam Farr (D-Monterey).

Mr. Keeley served two terms on the Santa Cruz County Board of Supervisors. In that capacity, Mr. Keeley led the county's efforts to convert the Medi-Cal program from an inefficient fee-for-service system, to a capitated payment system that results in healthier patients, and increased provider participation.

Mr. Keeley served for ten years as the elected Treasurer of the County of Santa Cruz. In that capacity, Mr. Keeley was responsible for management of a \$900,000,000 daily investment fund for the County, school districts, special districts, and Cabrillo College. During his service in this role, Mr. Keeley produced positive returns on investments for these public agencies every month during the 2008-11 national recession.

For three terms (all allowed under California's term limit law), Mr. Keeley represented the Monterey Bay area in the California State Assembly. Serving as Speaker pro Tem, Mr. Keeley was the highest-ranking member of the Speaker's leadership team. Mr. Keeley authored the Marine Life Management Act, the Marine Life Protection Act, the California Ocean Science Trust Act, and the two largest voter-approved environmental protection bonds in the nation's history. Mr. Keeley authored legislation that ended California's energy crisis in the early 2000's, and led the investigation of the state Insurance Commissioner that resulted in the Commissioner resigning this statewide office.

When Mr. Keeley finished his service in the legislature, the University of California at Santa Cruz named an annual lecture for him. The Fred Keeley Lecture on the Environment has been presented by former Interior Secretary Bruce Babbitt, former administrator of the National Oceanic and Atmosphere Administration, Jane Lubchenko, National Geographic Explorer in Residence Sylvia Earle, and others.

Mr. Keeley served on the Governor's Tax Reform Commission; the state Treasurer's Public Bond Accountability Task Force; the Governor's Special Task Force on the Department of Conservation.

Mr. Keeley serves as a member of the Board of Directors of: Working Partnerships USA, and the Monterey Bay National Marine Sanctuary Foundation.

Mr. Keeley, in addition to teaching at SJSU, is on faculty at the Panetta Public Policy Institute at CSU Monterey Bay (the Panetta Public Policy Institute was founded by former CIA director and Secretary of Defense Leon Panetta).